BY ORDER OF THE COMMANDER
AIR FORCE SPECIAL OPERATIONS COMMAND

AFSOC INSTRUCTION 21-108
1 SEPTEMBER 1997

Maintenance

LOGISTICS AIRCRAFT SUPPORT OPERATIONS

COMPLIANCE WITH THIS INSTRUCTION IS MANDATORY. This instruction implements AFPD 21-1, Managing Aerospace Equipment Maintenance. It provides policy and procedures relative to the organization and functions of Air Force Special Operations Command (AFSOC) logistics support operations for aircraft Mission Capable (MICAP) support. It applies to AFSOC and AFSOC-gained units of the Air Force Reserve Command (AFRC) when published in the AFRCIND2 . It applies to the Air National Guard (ANG) when published in ANGIND2.

SUMMARY OF REVISIONS

Additional text has been added and the former text has been revised to make this instruction a replacement for AFSOCR 66-6. Specific guidance is now provided for aircraft MICAP support at both bare base and Air Force Base operations.

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Section A--Concept and Policy

1. Primary Objective. The Logistic Readiness Center (LRC) provides logistical support for AFSOC and AFSOC-gained mission aircraft, away from home station, that are not mission capable (NMC) and require support beyond the capability of the base where the aircraft is located. LRC is primarily concerned with mission aircraft that cannot meet their scheduled departure time for the assigned mission due to logistical reasons. In order to accomplish this objective, the LRC is a functional part of the AFSOC Command and Control (C-2) System. LRC aggressively provides manpower, parts, equipment support, and, arranges timely transportation to recover en route and deployed NMC aircraft.

NOTE: The 193rd (ANG) and 919th (AFRC) Special Operations Wing's normally recover their own aircraft, however, AFSOC LRC fully supports these units when requested.

1.1. LRC is the focal point for aircraft logistics matters affecting current operations in the AFSOC C-2 system. LRC's success in rapidly supporting NMC aircraft in peacetime and wartime depends upon accurate and timely communications from the field units.

1.2. An important factor affecting aircraft recovery success is unit response. When tasked by LRC to recover an aircraft, field units provide any and all assistance necessary to expedite the recovery.

1.3. When tasked, all AFSOC home station and deployed unit assets are made available for lateral support of AFSOC deployed aircraft, regardless of ownership of the aircraft or the tasked unit.

1.4. When recovering aircraft, LRC considers use of all assigned assets to achieve the most expeditious recovery. LRC may request other units to provide recovery resources in cases where they possess the most timely resources or unique capabilities.

1.5. The LRC does not normally support non-mission aircraft in depot or modification facilities or WRSP refill.

2. LRC Structure. The LRC is AFSOC's logistics component of the C-2 system within the AFSOC Command Center. It works in unison with the AFSOC Logistics Maintenance Engineering Branch (LGM), Logistics Resources Supply Branch (LGRS), Logistics Resources Transportation Branch (LGRT), Logistics Plans and Programs Branch (LGRX), and Director of Operations (DO) to effect the most rapid recovery.

3. Personnel Policies.

3.1. The LRC is composed of five maintenance (AFSC 2A5XX) and five supply (AFSC 2SXX1) personnel, on an around-the-clock basis. Personnel assigned to the LRC, as a minimum, are fully qualified in the 7 skill level in their duty AFSC, possess excellent communicative skills, and are approved for assignment by the LRC Chief.

3.2. Personnel assigned to the LRC are not assigned or scheduled for base details or additional duties outside LRC.

4. Management of Technical Files. The LRC maintains current regulations, technical orders, and operating instructions needed to perform their duties.

Section B--LRC Responsibilities

5. General Responsibilities:

5.1. The LRC is directly accountable for timely aircraft recoveries and aggressive management of logistic support requirements for en route and deployed aircraft.

5.1.1. All LRC controllers have authority, from HQ AFSOC/LG, to direct subordinate unit personnel, equipment, and resources for the expeditious recovery of NMC and partial mission capable (PMC) aircraft.

5.1.2. The LRC maintains current logistics and support history for off station aircraft in the Global Decision Support System (GDSS) for the following delay criteria:

5.1.2.1. Current aircraft overall estimated time in commission (ETIC) exceeding the mission time.

5.1.2.2. Aborted or diverted aircraft for maintenance.

5.1.2.3. Maintenance requirements exceeding local capabilities.

5.1.2.4. Supply requirements exceeding local capabilities.

5.1.2.5. Parts cannibalization.

5.1.3. The LRC briefs the AFSOC Director of Logistics regarding the status of aircraft recoveries and logistic impact of HOMELINE and BEELINE messages.

5.1.4. The LRC performs emergency notification, recall, and other C-2 duties as directed by the Director of Logistics.

5.1.5. The LRC supports the AFSOC Crisis Action Team (CAT) as determined by the Director of Logistics.

5.2. Recovery Responsibilities. The LRC:

5.2.1. Conducts area searches and tasks the appropriate AFSOC unit that can provide the best and most expedient support. Before using AFRC or ANG resources, the LRC obtains approval from the unit logistics representative or ANG Readiness Center. Before using AFRC resources, the LRC will obtain approval from the AFRC/DO through the AFRC Command Center.

5.2.2. When requesting assistance from AMC, ACC, AETC, PACAF, and USAFE units, coordinates with the MAJCOM Logistics Operations Control Center or Readiness Center to request such support. AFSOC LRC will normally task a AFSOC unit before requesting assistance from a non AFSOC unit due to unique weapon systems and funding for the MRT

5.2.3. Verifies part numbers, stock numbers, including interchangeable and "suitable substitutes," and technical order references. If inconsistencies arise during the verification process the customer must resolve them to the fullest extent possible, to determine requirements. AFSOC has many MDS specific parts that are not always identified in T.O.'s, FEDLOG, or Stock Number Users Directory (SNUD.)

5.2.4. Performs supply lateral support searches to include local manufacture capability.

5.2.5. Determines supply or cannibalization sources and arranges for best and most expeditious transportation to the recovery site.

5.2.6. The LRC coordinates with the appropriate transportation management flights (TMF) and aerial ports to ensure proper handling of support items. When deemed necessary, LRC tasks the wing's transportation vehicle dispatch operations to provide timely ground transportation to move people, parts, and equipment to support mission requirements.

5.2.7. Provides shipping information to the customer/requesting base supply MICAP, Air Force Contingency Supply Squadron (AFCSS), aircraft commander, or MRT.

5.2.8. Authorizes and directs cannibalization action to effect the most expedient support.

NOTE: Cannibalization of AFRC and ANG aircraft is restricted. Request cannibalization authority through the HQ AFRC Command Center (AFRC/DO is approval authority) or ANG Support Center.

5.2.9 Coordinates with appropriate HQ AFSOC/LG staff when technical expertise is beyond the capability of the LRC.

5.2.10. Advises subordinate units when aircraft diversion or maintenance requirements are being directed to their station.

5.3. Maintenance Recovery Team's (MRT). The LRC:

5.3.1. In conjunction with tasked unit for the MRT, coordinates with the owning unit of the aircraft to determine specialist support, equipment, and special tool requirements.

5.3.2. Will task the AFSOC supporting unit providing the best and most expeditious support.

NOTE: Obtain approval from the local logistics group commander or designated representative for use of AFRC and ANG resources.

5.3.3. Coordinate and monitor the return of recovery personnel and equipment to home station.

Section C--Unit Responsibilities

6. Unit Recovery Responsibilities: All AFSOC maintenance units are responsible for deploying MRT, equipment, and parts to recover aircraft at remote locations as directed by the LRC. AFSOC maintenance units will ensure adequate resources are available to perform remote aircraft recoveries.

7. Aircraft Maintenance Coordination Center (AMCC). The AMCC:

7.1. Is the focal point for the LRC to effect recovery of AFSOC mission aircraft. In order to keep misinformation to a minimum the LRC will coordinate with the AMCC primarily.

7.2. Coordinates support information to the appropriate AMU to form Maintenance Recovery Teams (MRT).

7.3 Ensures required supplies are ordered or manufactured as necessary and prepared for shipment. Items available at the supporting unit location are ordered or obtained locally by the MRT and moved with the MRT. Items not available are referred to LRC for CANN action determination or procurement and shipment from another station to the recovery site.

7.4. Notifies LRC of all transportation control numbers (TCN) for all equipment/tools/parts processed for shipment.

7.5. Notifies LRC when MRT personnel and equipment return to home station.

8. Maintenance Recovery Team Chief. The MRT Chief is responsible for expeditious aircraft recovery and all deployed parts, equipment, and personnel. The MRT Chief:

8.1. Supervises all other MRT members during the TDY period In cases where the MRT is dispatched to a location with AFSOC maintenance, the MRT is responsible to the wing, or, logistics group commander and reports to the LRC through the AMCC. In cases where no AFSOC maintenance exists, the MRT reports directly to the LRC by the most expedient means.

8.2. When transportation is provided by military aircraft, coordinates with port operations to ensure all required supplies and equipment are assembled, inventoried, properly manifested, and loaded on the support aircraft. The MRT chief physically validates the presence and condition of assets when possible.

8.3. Notifies the LRC upon arrival at the recovery site and informs the LRC of duty phone, duty location (to include shipping address,) rest location, and rest phone.

8.4. Establishes duty hours for the MRT. As the senior on-scene supervisor, is responsible for assessing the conditions at the recovery site and establishing a safe duty schedule.

8.5. Will convey maintenance progress to the LRC as follows:

8.5.1. Upon arrival, assess the aircraft's condition and establish an ETIC.

8.5.2. Maintenance and supply status changes and additional requirements (i.e., parts, equipment, and expertise) as they become known.

8.5.3. Aircraft status every 12 hours or expiration of current ETIC.

8.5.4. Shift changes, all work stoppages, or job completion.

8.6. Standard After Recovery Procedures. The MRT Chief:

8.6.1 Prior to returning to home station, ensures all equipment, parts, and supplies are accounted for and the return transportation has been coordinated with LRC. Accomplish this prior to departure from deployed location.

8.6.2. The MRT chief ensures equipment not returned with the MRT is properly receipted for at the recovery site's transportation port and notifies the LRC of the TCN, arrange return transportation with base TMF, air terminal, or recovery aircraft mission commander. Contact the LRC to advise of travel arrangements or for help in arranging travel.

8.6.3. Parts sent with the MRT must have repairable’s returned to the MRT's home station for due in from maintenance (DIFM) processing. Turn in repairable’s for assets issued from a local supply source such as transient alert, at the recovery location. If in doubt about disposition of an asset, contact LRC for instructions.

8.6.4. Will report to AMCC upon arrival at home station.

8.6.5. Will, if applicable, submit parts for material deficiency reporting (MDR) immediately upon return to home station.

9. Cannibalization and Shipment of Aircraft Parts. LRC has the final authority, per HQ AFSOC/LG, to direct cannibalization (CANN) of aircraft parts in support of deployed aircraft.

NOTE: Cannibalization of AFRC and ANG aircraft is restricted. Request cannibalization authority through the HQ AFRC Command Center (AFRC/DO is approval authority) or ANG Support Center.

9.1. The LRC will coordinate with appropriate AMCC as to the feasibility of CANN actions. LRC will task the AMCC verbally, or by FAX, for the CANN action. The AMCC will in turn task the appropriate AMU.

9.2. When the LRC directs the cannibalization of an aircraft part, it is mandatory to process the part at the home station base supply as a serviceable asset. This allows the LRC to ship the part under the requisition number from the deployed supply MICAP and for the unit to obtain DIFM credit for the part.

9.3. After the part is turned in to base supply the AMCC will immediately notify the LRC when and where the part was turned in.

Section D--Customer Responsibilities

10. Aircraft Commander (AC).

10.1. At locations where no AFSOC maintenance exists, the aircraft commander is responsible to ensure the LRC is contacted concerning mission essential discrepancies. If at an Air Force Base, and the aircraft is just transiting, the host transient alert orders all required parts through the local base supply. If required, base supply MICAP contacts the AFSOC LRC for lateral support of MICAP items not available.

10.2. At locations where no maintenance or supply support is available, or the aircraft is at an Air Force base for a deployment, the aircraft commander is responsible for reporting support requirements to the AFSOC LRC. The aircraft commander should ensure the crew chief, flight engineer, or crew member most familiar with the discrepancy is available to brief the LRC; and have the following information available when contacting the LRC:

10.2.1. Mission essential maintenance conditions including extent of damage, severity of discrepancy, etc.

10.2.2. When discrepancy was discovered including flight conditions, equipment in use, etc.

10.2.3. Known maintenance capability at recovery location. If any needed equipment or maintenance support is known to exist on station, determine owner and advise the LRC. When determined necessary by the LRC, the aircraft commander ensures contractor or host services required to support recovery operations are provided using AF Form 15, United States Air Force Invoice.

10.2.4. Parts requirements, if known, to include item, nomenclature, position, part number, stock number, and Technical Order number, figure, and index.

10.2.5. If applicable, duty and rest phone numbers for aircraft commander and crew chief.

10.3. The aircraft commander returns any repairable parts to home station as instructed by the LRC.

10.4. Aircraft operating on classified missions should contact the LRC via secure communications if possible. If secure communications are not possible, contact the LRC and provide as much of the information listed above as possible within the security constraints of the operation. As a minimum, an unclassified delivery location and point of contact is required for support.

11. Flying Crew Chiefs.

11.1. When the Flying Crew Chief (FCC) is the senior maintenance representative they are responsible for reporting all requested support information to the LRC.

11.2. If grounding maintenance discrepancies are open on the aircraft, the FCC provides the LRC with a valid work and rest phone number The FCC is on call and keeps the LRC advised of a current contact phone number.

11.3. Notify the LRC if the FCC shares air crew quarters to prevent interruption of crew rest..

12. Deployed AFSOC Units.

12.1. The senior maintenance representative (maintenance officer, production super, etc.,) ensures delayed or potentially delayed AFSOC aircraft are expeditiously reported to LRC.

12.2. Upon arrival at the deployed location, the senior maintenance representative contacts the LRC and informs them of the duty phone number, status of all aircraft, expected duty hours/shifts, duty location (including shipping address,) rest phone number, and rest location.

12.3. Prior to departure from the deployed location, the senior maintenance representative notifies the LRC of the planned re-deployment.

12.4. If a deployed AMCC is established it is responsible for relaying all information from the senior Maintenance representative.

Section E--Standard Recovery Procedures:

13. There are many variations as to how aircraft recovery should flow. The following are basic guidelines to cover a routine support request. Deployed/transient units will exhaust local/host base capabilities prior to contacting LRC. Attachments 1 and 2 outline a routine support request.

13.1. Requests for support fall into two fundamental categories: (1) The aircraft is at an Air Force Base (AFB) using that base supply system. (2) The aircraft is not at an AFB, or, is not using a Air Force supply system, whether at an Air Force Base or not.

13.2. The simplest type of support occurs when the aircraft is at an AFB and is in transient status. Transient usually means the aircraft is just passing through or diverted in to that particular base. This usually allows the use of the local base Transient Alert (TA) for ordering the required parts. Cost of the part is not normally a factor in whether or not to use TA (ref. Defense Management Report Decision 904). Once the part is ordered through TA, and backordered through the local supply MICAP section, the LRC will assume lateral support duties from the MICAP section and locate and ship the part. If the part is DIFM controlled, the repairable will be turned back in to the local supply under the issuing document number, and not have to be hand carried back to the aircraft's home unit for turn in.

13.3. An aircraft that is at an AFB and performing missions (exercise contingency, or training) from that base is not usually considered transient, but rather "deployed," and most TA's cannot support these aircraft. The best way for LRC to support this scenario is for the deployed unit to establish a aircraft parts supply account with the local Chief Of Supply (COS). The type support would then be identical to one above and DIFM parts ordered and received using this account could be turned in to the local supply. If not capable of setting up a supply account, then the aircraft, and support, will be treated as a "bare base" support.

13.4. In a bare base support, the AC, or senior maintenance representative, must contact the LRC with all pertinent information and the LRC will source the required parts. Depending on where the LRC can locate

the parts, and how quick they can arrange for transportation, will determine where the LRC will select the best source of support.

13.5. Subordinate units are encouraged to establish local supply procedures to expedite the process of getting parts from supply to TMF. Eliminating AMU's from the process, except when CANN actions are required, significantly speeds the process of support. Suggestions are having a deployed block of TCN's available at deployed location or through the home station MICAP section. The LRC will receive these TCN's and use them when sourcing parts.

NOTE: The 16SOW has established local procedures to expedite the support process.

13.6. If the parts are available at the aircraft's home station and if no local supplementary procedures are established the LRC will task the AMCC for the required parts. The AMCC will then task the appropriate AMU to order, and if not available then CANN the parts. The AMU will receive the required parts, complete a DD FORM 1149 shipping document, and transport the parts to TMF for shipping (ref. AFMAN 23-110, USAF Supply Manual, Vol 2, Part 2, Chapter 17, for transient aircraft.) Only in rare circumstance should the parts be "hand-carried" and not processed through TMF. DIFM and tracking control is lost if the hand carried method is used. All DIFM parts must be brought back to home station with the aircraft.

13.7. If the home station is not the best source of supply then the LRC will acquire an off-line requisitioning number from the home station MICAP section and perform a lateral support search for the parts. In this scenario all DIFM assets must be returned to home station with the aircraft, or MRT, to be processed against the off-line requisition number.

13.8. If an MRT is to deploy to recover a NMC aircraft, the MRT orders all required parts while at his home unit, and accompanies the items to the recovery site. Since the MRT Chief is responsible for all DIFM parts, hand-carrying is an acceptable mode of transportation, though tracking control is jeopardized.

13.9. Parts required by the MRT after arrival are ordered through local base supply at the recovery location through TA, or using a separate aircraft supply account for that aircraft. Any parts required for recovery, but not available at the supporting unit's location are referred to the LRC after back ordering through the local MICAP section. The LRC sources the required parts and ships them to the recovery location.

13.10. If the aircraft is not able to use the local TA, or, no Air Force supply account exists at the recovery location for the aircraft, the MRT contacts the LRC to request the required parts. The MRT will ensure all repairable parts and equipment sent to support them are returned to the supporting base. The MRT Chief will contact the AFSOC LRC with disposition instructions for the repairable parts and equipment.

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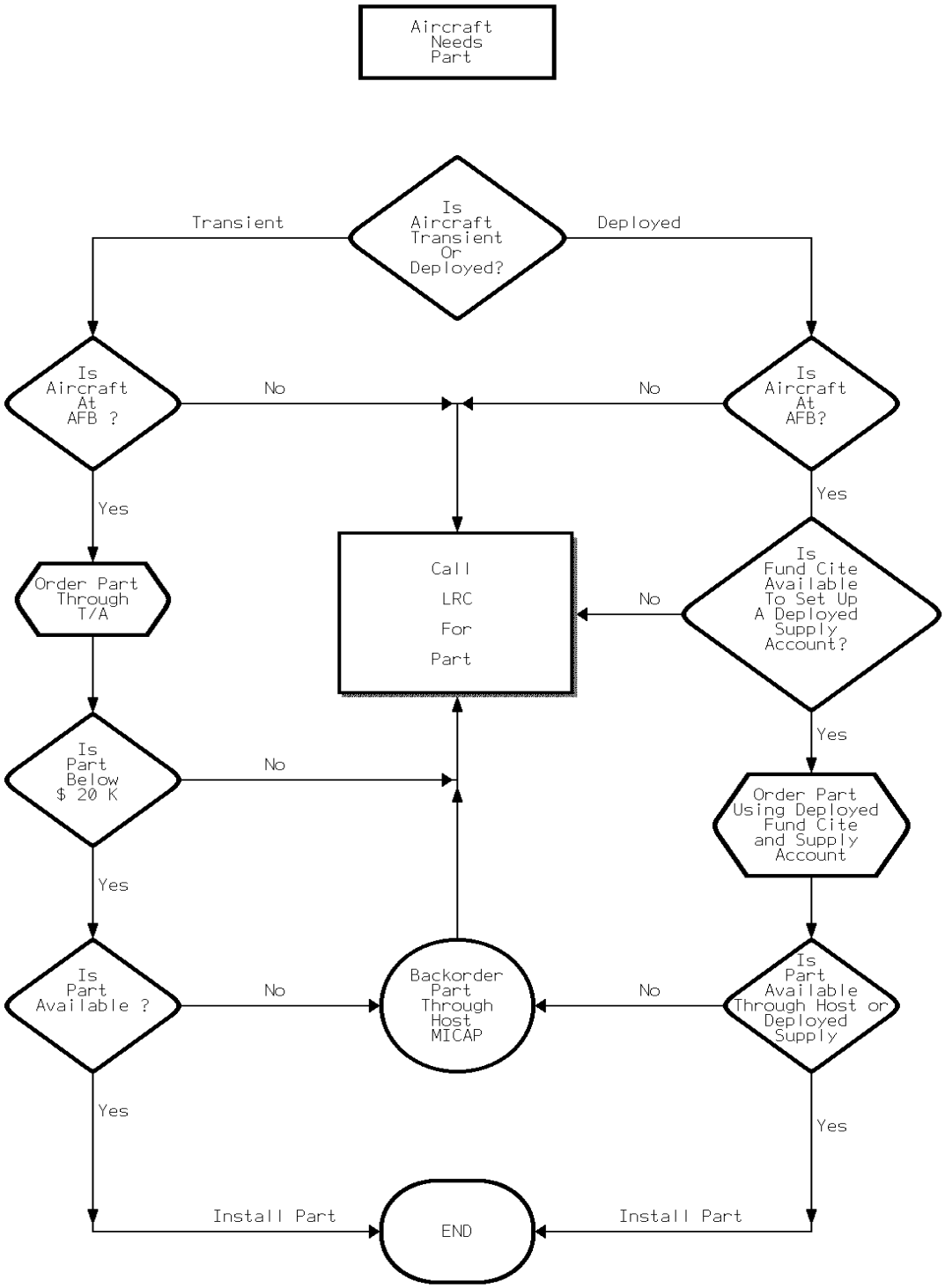
Director of Logistics

2 Attachment:
1. Flow Chart (Aircraft Transient or Deployed)
2. Flow Chart (Part is Received)

Attachment 1

FLOW CHART (ACFT TRANSIENT OR DEPLOYED)



ATTACHMENT 2

FLOW CHART (PART IS RECEIVED)